Financial Report
with Supplemental Information
June 30, 2008

	Contents
Report Letter	1-2
Management's Discussion and Analysis	3-6
Basic Financial Statements	
Government-wide Financial Statements: Statement of Net Assets Statement of Activities	7 8-9
Fund Financial Statements: Governmental Funds: Balance Sheet Statement of Revenue, Expenditures, and Changes in Fund Balances Reconciliation of the Statement of Revenue, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement	10 11
of Activities	12
Proprietary Funds: Statement of Net Assets Statement of Revenue, Expenses, and Changes in Net Assets Statement of Cash Flows	13 14 15
Fiduciary Fund - Statement of Assets and Liabilities	16
Component Units: Statement of Net Assets (Deficit) Statement of Activities	17 18
Notes to Financial Statements	19-39
Required Supplemental Information	40
Budgetary Comparison Schedule - General Fund	41-42
Budgetary Comparison Schedule - Major Special Revenue Funds:  Major Streets Fund  Local Streets Fund	43 44

# Contents (Continued)

Other Supplemental Information					
Nonmajor Governmental Funds:					
Combining Balance Sheet	46				
Combining Statement of Revenue, Expenditures, and Changes in Fund					
Balances	47				
Fiduciary Funds - Combining Statement of Assets and Liabilities	48				

#### Plante & Moran, PLLC



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### Independent Auditor's Report

To the Mayor and City Council City of Grandville, Michigan

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Grandville, Michigan (the "City") as of and for the year ended June 30, 2008, which collectively comprise the City's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the City of Grandville, Michigan's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Grandville, Michigan as of June 30, 2008 and the respective changes in financial position and cash flows, where applicable, thereof for the year then ended, in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis and the budgetary comparison schedules, as identified in the table of contents, are not required parts of the basic financial statements but are supplemental information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management, regarding the methods of measurement and presentation of the required supplemental information. However, we did not audit the information and express no opinion on it.



To the Mayor and City Council City of Grandville, Michigan

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Grandville, Michigan's basic financial statements. The accompanying other supplemental information, as identified in the table of contents, is presented for the purpose of additional analysis and is not a required part of the basic financial statements. The other supplemental information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Plante & Moran, PLLC

November 5, 2008

### **Management's Discussion and Analysis**

Our discussion and analysis of the City of Grandville, Michigan's (the "City") financial performance provides an overview of the City's financial activities for the fiscal year ended June 30, 2008. Please read it in conjunction with the City's financial statements.

## **Using this Annual Report**

This annual report consists of a series of financial statements. The statement of net assets and the statement of activities provide information about the activities of the City as a whole and present a longer-term view of the City's finances. This longer-term view uses the accrual basis of accounting so that it can measure the cost of providing services during the current year, and whether the taxpayers have funded the full cost of providing government services.

The fund financial statements present a short-term view; they tell us how the taxpayers' resources were spent during the year, as well as how much is available for future spending. Fund financial statements also report the City's operations in more detail than the government-wide financial statements by providing information about the City's most significant funds. The fiduciary fund statements provide financial information about activities for which the City acts solely as a trustee or agent for the benefit of those outside of the government.

### The City as a Whole

The following table shows, in a condensed format, the net assets as of the current date and the previous year:

TAB	LE	1

	Governmental Activities				Business-ty	pe A	Activities	Total					
	2008		2007		2008 2007			2008		2007			
Assets													
Current assets	\$ 7,361,216	\$	8,133,295	\$	7,974,792	\$	7,636,729	\$	15,336,008	\$	15,770,024		
Noncurrent assets	 24,598,085		25,131,939	_	19,926,692		19,841,430		44,524,777		44,973,369		
Total assets	31,959,301		33,265,234		27,901,484		27,478,159		59,860,785		60,743,393		
Liabilities													
Current liabilities	2,141,399		1,989,030		1,257,608		805,431		3,399,007		2,794,461		
Long-term liabilities	 6,035,413		5,494,839	_	2,645,304	_	2,947,182	_	8,680,717	_	8,442,021		
Total liabilities	 8,176,812	_	7,483,869	_	3,902,912	_	3,752,613	_	12,079,724	_	11,236,482		
Net Assets													
Invested in capital assets -													
Net of related debt	17,516,907		19,413,077		16,525,010		16,256,742		34,041,917		35,669,819		
Restricted	2,126,809		1,354,947		454,500		354,500		2,581,309		1,709,447		
Unrestricted	 4,138,773	_	5,013,341	_	7,019,062	_	7,114,304	_	11,157,835	_	12,127,645		
Total net assets	\$ 23,782,489	\$	25,781,365	\$	23,998,572	\$	23,725,546	\$	47,781,061	\$	49,506,911		

## **Management's Discussion and Analysis (Continued)**

The City's combined net assets decreased 3 percent from a year ago - decreasing from \$49,506,911 to \$47,781,061. As we look at the governmental activities separately from the business-type activities, we can see that unrestricted net assets - the part of net assets that can be used to finance day-to-day operations - decreased by \$874,568 for the governmental activities. This represents a decrease of approximately 17 percent. The current level of unrestricted net assets for our governmental activities stands at \$4,138,773.

City property tax revenue increased 3 percent from 2007 due to inflationary increases in taxable values, not an increase in City tax rates. The City's operating millage remained the same as the prior year at 8.454 mills.

The following table shows the changes of the net assets during the current year:

TABLE 2	Governme	ntal Activities	Business-ty	pe Activities	Total					
	2008	2007	2008	2007	2008	2007				
Revenue										
Program revenue:										
Charges for services	\$ 2,199,625	\$ 2,104,178	\$ 5,841,710	\$ 5,173,845	\$ 8,041,335	\$ 7,278,023				
Operating grants and										
contributions	1,222,418	1,137,186	-	_	1,222,418	1,137,186				
Capital grants and										
contributions	745,107	1,932,430	-	303,156	745,107	2,235,586				
General revenue:										
Property taxes	6,172,193	5,996,605	_	-	6,172,193	5,996,605				
State-shared revenue	1,278,958	1,274,017	_	-	1,278,958	1,274,017				
Unrestricted investment										
earnings	433,621	518,370	273,523	404,646	707,144	923,016				
Franchise fees	145,343	118,090	_	-	145,343	118,090				
Other revenue	125,002	54,038			125,002	54,038				
Total revenue	12,322,267	13,134,914	6,115,233	5,881,647	18,437,500	19,016,561				
Program Expenses										
General government	2,133,355	2,098,830	-	_	2,133,355	2,098,830				
Judicial	623,716	578,587	-	_	623,716	578,587				
Public safety	4,138,192	4,217,922	-	_	4,138,192	4,217,922				
Public works	5,391,921	6,031,968	-	_	5,391,921	6,031,968				
Recreation and culture	1,778,539	1,708,324	-	_	1,778,539	1,708,324				
Interest on long-term debt	295,932	266,767	-	_	295,932	266,767				
Water and sewer	-	-	5,801,695	5,581,102	5,801,695	5,581,102				
Transfers	(40,512	) <u> </u>	40,512							
Total program										
expenses	14,321,143	14,902,398	5,842,207	5,581,102	20,163,350	20,483,500				
Change in Net Assets	\$ (1,998,876	) \$ (1,767,484)	\$ 273,026	\$ 300,545	<b>\$</b> (1,725,850)	<u>\$ (1,466,939)</u>				

### **Management's Discussion and Analysis (Continued)**

### **Governmental Activities**

The City's total governmental revenues decreased by approximately \$813,000. The decrease, which represents 6 percent, was primarily due to the fact that in 2007, \$890,000 in revenue was recorded for the 44<sup>th</sup>/Ivanrest Special Assessment.

Expenses decreased by \$581,255 during the year primarily due to the majority of the cost for the 44<sup>th</sup>/lvanrest road reconstruction being expensed in 2007. The project was completed in 2008.

### **Business-type Activities**

The City's business-type activities consist of the Water and Sewer Fund. We provide water to City residents by purchasing directly from the Wyoming City Water System. We provide sewage treatment through a City-owned and operated sewage treatment plant.

### **The City's Funds**

Our analysis of the City's major funds begins on page 10, following the government-wide financial statements. The fund financial statements provide detail information about the most significant funds, not the City as a whole. The City creates funds to help manage money for specific purposes as well as to show accountability for certain activities. The City's major funds for 2008 include the General Fund, the Major and Local Streets Funds, and the Revolving Fund, which accounts for special assessment receipts and disbursements to other funds.

The General Fund pays for most of the City's governmental services. The most significant are public safety expenditures, made up primarily of police and fire, which totaled \$4,433,002, approximately 51 percent of the total General Fund budget. The City planned General Fund expenditures to exceed revenues as it continues to reduce its fund balance. The City's goal is to limit unreserved fund balance to 15 percent of normal expenditures.

### **General Fund Budgetary Highlights**

Over the course of the year, the City amended the budget to take into account events during the year. Changes were made to increase expenditure authorizations for police, building inspections, sand and salt purchases, and parks. City department overall expenditure levels went over budget by \$107,329 due to additional judicial costs, which were offset by additional fines and fees revenue.

### **Management's Discussion and Analysis (Continued)**

### **Capital Asset and Debt Administration**

The City continued to invest in capital assets by adhering to its five-year capital plan. During the year, the City invested \$2,300,000 in major and local street construction and \$211,000 in other assets. Water infrastructure improvements are in process in the northeast section of Grandville. The Sewer Fund purchased a backhoe for \$42,000 and started construction on major improvements to the Canal Street lift station and the motor pool added \$304,459 in new equipment and vehicles.

### **Economic Factors and Next Year's Budgets and Rates**

The City anticipates that there will be a continued decline in state revenue-sharing income coupled with increased unfunded mandates by both the state and federal government. This will undoubtedly shift tax burdens even more to the local level. Property tax revenue is anticipated to increase, but will not likely be enough to offset decreases in revenue sharing and inflationary increases such as employee health care. The City will address this issue by strictly adhering to the maintenance of department budgets and by developing budget alternatives that can be implemented upon notification of any mid-year revenue decreases. Finally, the City will continue to utilize its excess unrestricted General Fund balance.

### **Contacting the City's Management**

This financial report is intended to provide our citizens, taxpayers, customers, and investors with a general overview of City finances and to show the City's accountability for the money it receives. If you have questions about this report or need additional information, we welcome you to contact the City manager or City finance director.

# Statement of Net Assets June 30, 2008

	F	nt		
	Governmental	Business-type		Component
	Activities	Activities	Total	Units
Assets				
Cash and cash equivalents (Note 3)	\$ 372,708	\$ 756,616	\$ 1,129,324	\$ 196,141
Investments (Note 3)	6,253,390	5,824,784	12,078,174	1,768,614
Receivables - Net (Note 4)	735,118	1,393,392	2,128,510	1,766,614
· · · · · · · · · · · · · · · · · · ·	/33,110	454,500	454,500	11,042
Restricted assets (Note 7)	7// 25/	454,500		-
Net pension asset	766,256	-	766,256	-
Capital assets - Net (Note 5):	01 770 407	15 704 175	27.470.400	150 214
Assets subject to depreciation	21,772,427	15,706,175	37,478,602	152,314
Assets not subject to depreciation	1,973,173	728,517	2,701,690	201,207
Bond issuance costs - Net of				
amortization	86,229	<del>-</del>	86,229	-
Intangible assets (Note 5)		3,037,500	3,037,500	
Total assets	31,959,301	27,901,484	59,860,785	2,330,118
Liabilities				
Accounts payable	1,114,402	686,892	1,801,294	20,713
Accrued and other liabilities	182,551	172,833	355,384	226
Long-term liabilities:				
Due in one year:				
Compensated absences	535,536	96,005	631,541	_
Long-term debt (Note 7)	308,910	301,878	610,788	_
Due in more than one year:	300,710	501,070	010,700	
Compensated absences	115,630	_	115,630	_
Long-term debt (Note 7)	5,919,783	2,645,304	8,565,087	1,000,000
Long-term debt (Note 7)	3,717,703	2,043,304	0,303,007	1,000,000
Total liabilities	8,176,812	3,902,912	12,079,724	1,020,939
Net Assets				
Invested in capital assets - Net of				
related debt	17,516,907	16,525,010	34,041,917	353,521
Restricted:	17,510,707	10,323,010	31,011,717	333,321
Cemetery	449,398	_	449,398	_
Drug forfeitures	123,924	_	123,924	_
Debt retirement	800,000	_	800,000	_
Roads	696,324	_	696,324	_
		=		=
Other purposes	57,163	454 500	57,163	-
Revenue bond reserve	- ∦ 120 772	454,500	454,500	055 /50
Unrestricted	4,138,773	7,019,062	11,157,835	955,658
Total net assets	\$ 23,782,489	\$ 1,309,179		

			Program Revenues							
					Ca	Capital Grants				
			C	Charges for Grants and				and		
		Expenses Service		Services	Co	ontributions	Contributions			
Functions/Programs										
Primary government: Governmental activities:										
General government	\$	2,133,355	\$	1,131,109	\$	5,798	\$	-		
Judicial		623,716		361,240		57,152		-		
Public safety		4,138,192		341,736		93,402		=		
Public works		5,391,921		180,296		1,066,066		745,107		
Recreation and culture		1,778,539		185,244		<b>-</b> .		-		
Interest on long-term debt	_	295,932						<del>-</del>		
Total governmental activities		14,361,655		2,199,625		1,222,418		745,107		
Business-type activities - Water and sewer	_	5,801,695		5,841,710						
Total primary government	<u>\$</u>	20,163,350	\$	8,041,335	\$	1,222,418	\$	745,107		
Component units:										
Downtown Development Authority	\$	183,628	\$	1,505	\$	-	\$	-		
Brownfield Redevelopment Authority		<u>-</u>	_							
Total component units	\$	183,628	\$	1,505	\$		\$			

General revenues:

Property taxes

State-shared revenues

Unrestricted investment earnings

Franchise fees

Other revenue

**Transfers** 

Total general revenues and transfers

### **Change in Net Assets**

Net Assets - Beginning of year

Net Assets - End of year

# Statement of Activities Year Ended June 30, 2008

Net (Expense) Revenue and Changes in Net Assets								
Pr	imary Government							
rnmental	Business-type	Component						

G	overnmental	Business-type			Component
	Activities	Activities		Total	Units
\$	(996,448)	\$ -	\$	(996,448)	\$ -
	(205,324)	-		(205,324)	-
	(3,703,054)	-		(3,703,054)	-
	(3,400,452)	-		(3,400,452)	-
	(1,593,295)	-		(1,593,295)	-
	(295,932)		_	(295,932)	
	(10,194,505)	-		(10,194,505)	-
	<del>-</del>	40,015		40,015	
	(10,194,505)	40,015		(10,154,490)	-
	- -	- -		- -	(182,123)
	-	-		-	(182,123)
	6,172,193	_		6,172,193	344,787
	1,278,958	_		1,278,958	-
	433,621	273,523		707,144	65,025
	145,343	, -		145,343	, -
	125,002	_		125,002	_
	40,512	(40,512)		-	
	8,195,629	233,011		8,428,640	409,812
	(1,998,876)	273,026		(1,725,850)	227,689
	25,781,365	23,725,546		49,506,911	1,081,490
\$	23,782,489	\$ 23,998,572	\$	47,781,061	\$ 1,309,179

# Governmental Funds Balance Sheet June 30, 2008

		General Fund	Major Streets Fund		Local Streets Fund		F	Revolving Fund	Other Governmental Funds - Nonmajor		G	Total overnmental Funds
Assets												
Cash and cash equivalents (Note 3)	\$	30,866	\$	151,432	\$	47,395	\$	_	\$	34,742	\$	264,435
Investments (Note 3)		3,449,144		1,256,756		393,340		-		255,572		5,354,812
Receivables - Net (Note 4)		406,316		121,615		46,612		152,862		1,713	_	729,118
Total assets	\$	3,886,326	\$	1,529,803	\$	487,347	\$	152,862	\$	292,027	\$	6,348,365
Liabilities and Fund Balances												
Liabilities												
Accounts payable	\$	581,186	\$	308,493	\$	196,430	\$	_	\$	_	\$	1,086,109
Accrued and other liabilities	*	91,443	*	8,671	*	7,232	Ψ.	-	*	311	*	107,657
Deferred revenue (Note 4)		-		-		-		152,862		-		152,862
Total liabilities		672,629		317,164		203,662		152,862		311		1,346,628
Fund Balances												
Reserved:												
Cemetery		449,398		_		-		_		_		449,398
Drug forfeitures		123,924		_		-		_		_		123,924
Debt retirement		, -		800,000		-		_		3,947		803,947
Other purposes		57,163		, -		-		_		· -		57,163
Designated - Postemployment		,										,
benefits		427,868		-		_		-		_		427,868
Unreserved - Reported in:												
General Fund		2,155,344		_		_		-		-		2,155,344
Special Revenue Funds		-		412,639		283,685		-		287,769		984,093
Total fund balances		3,213,697		1,212,639		283,685		-		291,716		5,001,737
Total liabilities and												
fund balances	\$	3,886,326	\$	1,529,803	\$	487,347	\$	152,862	\$	292,027		
	_		_		_		_		_			
Amounts reported for governmental activities												
Capital assets used in governmental activit												22,605,932
Special assessment receivables are expect	ed to l	oe collected ov	er se	everal years ar	nd ar	e not availal	ole to	pay				
for current year expenditures												152,862
Net pension asset is not a financial resource	e and	is not reporte	d in t	he funds								766,256
Bond issuance costs - net of amortization		-										86,229
Long-term liabilities are not due and payal		-			-							(6,228,693)
Accrued interest on long-term liabilities is	not d	ie and payable	in th	e current per	iod a	nd is not re	porte	ed in the fun	ıds			(66,775)
Internal Service Funds are included as part	_											2,116,107
Compensated absences are included as a I	iability	in governmen	tal a	ctivities							_	(651,166)
Net assets of governmental activi	ties										\$	23,782,489

# Governmental Funds Statement of Revenue, Expenditures, and Changes in Fund Balances Year Ended June 30, 2008

										Other		
							_			vernmental	_	Total .
	(	General	Ma	ajor Streets	Lo	cal Streets	Re	evolving	Funds -			overnmental
		Fund		Fund		Fund		Fund	Nonmajor			Funds
Revenue												
Property taxes	\$	5,390,032	\$	195,540	\$	586,621	\$	-	\$	-	\$	6,172,193
Licenses and permits		182,919		-		-		-		-		182,919
State sources		1,489,083		747,190		272,731		-		-		2,509,004
Local sources		5,798		107,617		-		-		-		113,415
Special assessment collections		-		-		-		979,860		-		979,860
Fines and forfeitures		668,990		-		-		-		-		668,990
Charges for services		840,014		-		-		-		3,900		843,914
Interest income		204,693		26,973		28,099		123,183		10,825		393,773
Rental income		5,780		-		-		-		457,925		463,705
Cable revenue		145,343		-		-		-		-		145,343
Other		86,693		-								86,693
Total revenue		9,019,345		1,077,320		887,451	ı	,103,043		472,650		12,559,809
Expenditures												
Current:												
General government		2,324,441		-		-		3,761		-		2,328,202
Judicial		593,366		-		-		-		-		593,366
Public safety		4,433,002		-		-		-		-		4,433,002
Public works		480,951		2,252,332		828,911		-		37,929		3,600,123
Recreation and culture		1,950,728		-		-		-		-		1,950,728
Debt service				-					_	575,042	_	575,042
Total expenditures		9,782,488		2,252,332		828,911		3,761		612,971		13,480,463
Excess of Revenue Over												
(Under) Expenditures		(763,143)		(1,175,012)		58,540	I	,099,282		(140,321)		(920,654)
Other Financing Sources (Uses)												
Transfers in		61,859		1,099,718		-		-		121,060		1,282,637
Transfers out		-		(129,867)		(7,045)	(1	,101,690)		-		(1,238,602)
Proceeds from issuance of debt				910,000		-						910,000
Total other financing	· · · · ·											
sources (uses)		61,859		1,879,851		(7,045)	(1	,101,690)		121,060	_	954,035
Net Change in Fund Balances		(701,284)		704,839		51,495		(2,408)		(19,261)		33,381
Fund Balances - Beginning of year		3,914,981		507,800		232,190		2,408		310,977		4,968,356
Fund Balances - End of year	\$ 3	3,213,697	\$	1,212,639	\$	283,685	\$	-	\$	291,716	\$	5,001,737

# Governmental Funds Reconciliation of the Statement of Revenue, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities Year Ended June 30, 2008

Net Change in Fund Balances - Total Governmental Funds	\$	33,381
Amounts reported for governmental activities in the statement of activities are different because:		
Governmental funds report capital outlays as expenditures; however, in the statement of activities, these costs are allocated over their estimated useful lives as depreciation. This is the amount by which depreciation exceeds capital outlays in the current period		(1,305,391)
Special assessment revenues are recorded in the funds when they are collected or collectible within 60 days of year end; they are reported in the statement of activities when the assessment is set		(979,860)
Repayment of bond principal is an expenditure in the governmental funds, but not in the statement of activities (where it reduces long-term debt)		320,000
Bond proceeds are not reported as other financing sources on the statement of activities		(910,000)
Increase in interest expense incurred on outstanding bond principal payments that are recorded when earned in the statement of activities		(24,686)
Additional payment to retirement plan is recorded as an asset on the statement of net assets; in the funds it is recorded as an expense		766,256
Decrease in accumulated employee sick and vacation pay is recorded when earned in the statement of activities		73,995
Amortization recorded on bond premium and loss on refunding in the statement of activities		(16,204)
Internal Service Funds are also included as governmental activities		43,633
Change in Net Assets of Governmental Activities	<u>\$</u>	(1,998,876)

# Proprietary Funds Statement of Net Assets June 30, 2008

	Enterpr	ise Funds	<u>-</u>	
	Water Fund	Sewer Fund	Total	Internal Service Funds
	<u>runa</u>	runa	lotai	runds
Assets				
Current assets:	¢ 100.710	¢ 5// 00/	¢ 75//1/	¢ 100.272
Cash and cash equivalents (Note 3)	\$ 189,710	•	\$ 756,616	\$ 108,273
Investments (Note 3)	1,574,438	4,250,346	5,824,784	898,578
Receivables - Net (Note 4)	477,618	915,774	1,393,392	6,000
Total current assets	2,241,766	5,733,026	7,974,792	1,012,851
Noncurrent assets:				
Restricted assets (Note 7)	<del>-</del>	454,500	454,500	-
Capital assets (Note 5)	8,389,085	8,045,607	16,434,692	1,139,668
Intangible assets (Note 5)	-	3,037,500	3,037,500	-
Total noncurrent assets	8,389,085	11,537,607	19,926,692	1,139,668
Total assets	10,630,851	17,270,633	27,901,484	2,152,519
Liabilities				
Current liabilities:				
Accounts payable	331,084	355,808	686,892	28,293
Accrued and other liabilities	8,130	164,703	172,833	3,169
Provision for compensated absences	17,039	78,966	96,005	4,950
Current portion of long-term debt				
(Note 7)		301,878	301,878	
Total current liabilities	356,253	901,355	1,257,608	36,412
Noncurrent liabilities - Long-term debt -				
Net of current portion (Note 7)	_	2,645,304	2,645,304	_
rvet of current portion (rvote 7)				
Total liabilities	356,253	3,546,659	3,902,912	36,412
Net Assets				
Investment in capital assets - Net of				
related debt	8,389,085	8,135,925	16,525,010	1,139,668
Restricted - Revenue bond reserve	-	454,500	454,500	, , , -
Unrestricted	1,885,513	5,133,549	7,019,062	976,439
Total net assets	\$ 10,274,598	\$ 13,723,974	\$ 23,998,572	\$ 2,116,107

# Proprietary Funds Statement of Revenue, Expenses, and Changes in Net Assets Year Ended June 30, 2008

	Enterprise Funds							
		Water		Sewer				Internal Service
		Fund		Fund		Totals		Funds
Operating Revenue		Turiu		Turid	-	1 ocais		- T GITGS
Sale of water	\$	1,809,211	\$	_	\$	1,809,211	\$	_
Sewage disposal charges	Ψ	-	Ψ	3,926,045	Ψ	3,926,045	Ψ	_
Interest and penalty charges		21,124		12,240		33,364		_
Installation fees		4,930		60,874		65,804		_
Other charges for services		7,286	_	<u>-</u>		7,286		708,229
Total operating revenue		1,842,551		3,999,159		5,841,710		708,229
Operating Expenses								
Cost of water produced/purchased		908,704		_		908,704		_
Cost of sewage treatment		, -		926,701		926,701		_
Cost of labor		369,399		1,247,984		1,617,383		146,885
Administrative costs, supplies, and other		205,781		1,149,635		1,355,416		343,107
Depreciation and amortization		286,009	_	567,915		853,924		249,765
Total operating expenses		1,769,893		3,892,235		5,662,128		739,757
Operating Income (Loss)		72,658		106,924		179,582		(31,528)
Nonoperating Revenue (Expense)								
Investment income		69,374		204,149		273,523		39,848
Interest expense		-		(139,567)		(139,567)		-
Gain on sale of equipment								38,836
Total income before transfers		142,032		171,506		313,538		47,156
Other Financing Uses -								
Transfers out		(8,807)	_	(31,705)		(40,512)	_	(3,523)
Change in Net Assets		133,225		139,801		273,026		43,633
Net Assets - Beginning of year		10,141,373		13,584,173	_	23,725,546		2,072,474
Net Assets - End of year	<u>\$</u>	10,274,598	\$	13,723,974	\$	23,998,572	<u>\$</u>	2,116,107

# Proprietary Funds Statement of Cash Flows Year Ended June 30, 2008

	Enterprise Funds							
		Water Fund		Sewer Fund		Totals	Internal Service Funds	
Cash Flows from Operating Activities								
Receipts from customers	\$	1,921,127	\$	4,330,376	\$	6,251,503	\$	_
Payments to suppliers		(909,886)		(1,931,647)		(2,841,533)		(327,974)
Payments to employees		(374,977)		(1,158,389)		(1,533,366)		(146,951)
Internal activity - Receipts from other funds								719,147
Net cash provided by								
operating activities		636,264		1,240,340		1,876,604		244,222
Cash Flows from Noncapital Financing Activities -								
Transfers to other funds		(8,807)		(31,705)		(40,512)		(3,523)
Cash Flows from Capital and Related Financing Activities								
Purchase of capital assets		(505,275)		(281,918)		(787,193)		(260,118)
Proceeds from the disposal of fixed assets		-		-		-		38,836
Principal and interest paid on capital debt			_	(474,566)	_	(474,566)	_	
Net cash used in capital and related								
financing activities		(505,275)		(756,484)		(1,261,759)		(221,282)
Cash Flows from Investing Activities								
Interest received on investments		69,374		204,149		273,523		39,848
Purchase of investment securities		(2,618)		(91,659)		(94,277)		-
Proceeds from sale and maturities of investment securities								48,543
Net cash provided by								
investing activities		66,756		112,490	_	179,246	_	88,391
Net Increase in Cash and Cash Equivalents		188,938		564,641		753,579		107,808
Cash and Cash Equivalents - Beginning of year		772		2,265		3,037		465
Cash and Cash Equivalents - End of year	\$	189,710	\$	566,906	\$	756,616	\$	108,273
Reconciliation of Operating Income (Loss) to Net Cash								
from Operating Activities								
Operating income (loss)	\$	72,658	\$	106,924	\$	179,582	\$	(31,528)
Adjustments to reconcile operating income (loss) to								
net cash from operating activities:								
Depreciation and amortization		286,009		567,915		853,924		249,765
Changes in assets and liabilities:								
Receivables		78,576		331,217		409,793		10,918
Accounts payable		204,599		144,689		349,288		15,133
Accrued and other liabilities		(5,578)		89,595	_	84,017		(66)
Net cash provided by								
operating activities	\$	636,264	\$	1,240,340	\$	1,876,604	\$	244,222

There were no noncash transactions during the year.

# Fiduciary Funds Statement of Assets and Liabilities June 30, 2008

	Agency Funds
Assets - Cash and cash equivalents (Note 3)	\$ 303,044
Liabilities	
Accrued and other liabilities	\$ 266,997
Due to other governmental units	36,047
Total liabilities	\$ 303,044

# Component Units Statement of Net Assets (Deficit) June 30, 2008

	Downtown Development		Brownfield		
	•		Redevelopment		Tatal
		Authority	Authority		Total
Assets					
Cash (Note 3)	\$	196,141	\$ -	\$	196,141
Investments		1,768,614	-		1,768,614
Accrued interest receivable		11,842	-		11,842
Capital assets (Note 5):					
Assets subject to depreciation		152,314	-		152,314
Assets not subject to depreciation		201,207		_	201,207
Total assets		2,330,118	-		2,330,118
Liabilities					
Accounts payable		20,713	-		20,713
Accrued and other liabilities		226	-		226
Long-term liabilities - Due in more than one					
year - Long-term debt (Note 7)			1,000,000	_	1,000,000
Total liabilities		20,939	1,000,000		1,020,939
Net Assets (Deficit)					
Investment in capital assets - Net of related debt		353,521	_		353,521
Unrestricted		1,955,658	(1,000,000)		955,658
Total net assets (deficit)	\$	2,309,179	\$ (1,000,000)	\$	1,309,179

# Component Units Statement of Activities Year Ended June 30, 2008

					Progra	m Revenu	ıes		Net (Expense) Revenue and Changes in Net Assets					Net Assets
	Expenses		Charges for Services			Operating Grants and Contributions		Capital Grants and Contributions		owntown evelopment Authority	Red	Brownfield development Authority	Total	
Downtown Development Authority Brownfield Redevelopment Authority	\$	183,628	\$	1,505 <u>-</u>	\$	- -	\$	- 	\$	(182,123)	\$	- -	\$	(182,123)
Total component units	<u>\$</u>	183,628	<u>\$</u>	1,505	\$		<u>\$</u>			(182,123)		-		(182,123)
General revenues: Property taxes Unrestricted investment earnings								344,787 65,025		- -		344,787 65,025		
		To	tal ge	neral reve	enues					409,812				409,812
Change in Net Assets								227,689		-		227,689		
	Net	Assets (D	(Deficit) -Beginning of year			ear				2,081,490		(1,000,000)		1,081,490
	Net	Assets (D	eficit	<b>:)</b> - End o	f year				\$	2,309,179	\$	(1,000,000)	\$	1,309,179

## Notes to Financial Statements June 30, 2008

### **Note I - Summary of Significant Accounting Policies**

The accounting policies of the City of Grandville, Michigan (the "City") conform to accounting principles generally accepted in the United States of America (GAAP) as applicable to governmental units. The following is a summary of the significant accounting policies used by the City of Grandville, Michigan:

### **Reporting Entity**

The City of Grandville is governed by an elected seven-member council. The accompanying financial statements present the City and its component units, entities for which the City is considered to be financially accountable. Although blended component units are legal separate entities, in substance, they are part of the City's operations. Each discretely presented component unit is reported in a separate column in the government-wide financial statements to emphasize that it is legally separate from the City (see discussion below for description).

### **Blended Component Units**

- a. The 59th District Court has been blended into the General Fund of the City's financial statements. Although the Court operates under the direction of the district judge, it is reported as if it were part of the primary government because of the fiduciary responsibility the City retains relative to the operations of the Court.
- b. The City of Grandville's Building Authority is governed by a four-member board that is appointed by the City Council. Although it is legally separate from the City, it is reported as if it were part of the primary government because its primary purpose is to monitor and finance the construction of the City's public buildings.

### **Discretely Presented Component Units**

The following component units are reported within the component units column in the government-wide financial statements. They are reported in a separate column to emphasize that they are legally separate from the City. No separate reports are issued for these funds.

a. The Downtown Development Authority was created to correct and prevent deterioration, encourage historical preservation, and to promote economic growth within the downtown district. The Authority's governing body, which consists of nine individuals, is selected by the City Council. In addition, the Downtown Development Authority's budget is subject to approval by the City Council.

## Notes to Financial Statements June 30, 2008

### Note I - Summary of Significant Accounting Policies (Continued)

b. The Brownfield Redevelopment Authority was created to account for the redevelopment of environmentally contaminated and other underutilized sites within the City. The Brownfield Redevelopment Authority's governing body, which consists of seven individuals, is selected by the City Council.

### **Government-wide and Fund Financial Statements**

The government-wide financial statements (i.e., the statement of net assets and the statement of activities) report information on all of the nonfiduciary activities of the primary government and its component units. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. Likewise, the primary government is reported separately from certain legally separate component units for which the primary government is financially accountable.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include (I) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenue.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual Enterprise Funds are reported as separate columns in the fund financial statements.

# Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund and fiduciary fund financial statements. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

## Notes to Financial Statements June 30, 2008

### Note I - Summary of Significant Accounting Policies (Continued)

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, expenditures relating to compensated absences, and claims and judgments are recorded only when payment is due.

Revenues are recognized in the accounting period in which they become susceptible to accrual - that is, when they become both measurable and available to finance expenditures of the fiscal period. Property taxes, state-shared revenue, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenue of the current fiscal period. All other revenue items are considered to be available only when cash is received by the City.

The City reports the following major governmental funds:

**General Fund** - The General Fund is the City's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund. General Fund activities are financed by revenue from income taxes, property taxes, state-shared revenue, and other sources.

**Major Streets Fund** - The Major Streets Fund accounts for the resources of state gas and weight tax revenues that are restricted for use on major streets.

**Local Streets Fund** - The Local Streets Fund accounts for the resources of state gas and weight tax revenues that are restricted for use on local streets.

**Revolving Fund** - The Revolving Fund accounts for the resources of special assessment proceeds that are used for use on special assessment districts.

The City reports the following major proprietary funds:

**Water and Sewer Funds** - The Water and Sewer Funds account for the activities of the water distribution system and sewage collection system. These funds are financed primarily by user charges.

## Notes to Financial Statements June 30, 2008

### Note I - Summary of Significant Accounting Policies (Continued)

Additionally, the City reports the following fund types:

**Internal Service Fund** - The Internal Service Fund accounts for major machinery and equipment purchases and maintenance provided to other departments of the City on a cost-reimbursement basis.

**Fiduciary Funds** - Fiduciary funds are used to account for assets held by the City in a trustee capacity or as an agent for individuals, organizations, other governments, or other funds. These include the Recreation Fund, the 59<sup>th</sup> District Court, and the County and School Tax Fund. The Recreation Fund, the 59<sup>th</sup> District Court, and the County and School Tax Fund are custodial in nature (assets equal liabilities) and do not involve the measurement of results of operations.

**Nonmajor Governmental Funds** - Nonmajor governmental funds consist of a Special Revenue Storm Sewer Trunkage and a General Debt Service Fund. Special Revenue Funds are used to account for the proceeds of earmarked revenue or financing activities requiring separate accounting because of legal or regulatory provisions. Debt Service Funds are used to account for the annual payment of principal, interest, and expenses in connection with certain long-term debt.

Private sector standards of accounting issued prior to December I, 1989 are generally followed in both the government-wide and proprietary fund financial statements to the extent that those standards do not conflict with the standards of the Governmental Accounting Standards Board. The City has elected not to follow private sector standards issued after December I, 1989.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are charges between the City's water and sewer function and various other functions of the City. Eliminations of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Amounts reported as program revenue include (I) charges to customers or applicants for goods, services, or privileges provided, (2) operating grants and contributions, and (3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenue rather than as program revenue. Likewise, general revenue includes all taxes.

When an expense is incurred for purposes for which both restricted and unrestricted net assets are available, the City's policy is to first apply restricted resources.

## Notes to Financial Statements June 30, 2008

### Note I - Summary of Significant Accounting Policies (Continued)

Proprietary funds distinguish operating revenue and expenses from nonoperating items. Operating revenue and expenses generally result from providing services in connection with a proprietary fund's principal ongoing operations. The principal operating revenue of our proprietary funds relates to charges to customers for sales and services and charges to other funds. The Water and Sewer Fund also recognizes the portion of tap fees intended to recover current costs (e.g., labor and materials to hook up new customers) as operating revenue. Operating expenses for proprietary funds include the cost of equipment and services, administrative expenses, and depreciation on capital assets. All revenue and expenses not meeting this definition are reported as nonoperating revenue and expenses.

### Assets, Liabilities, and Net Assets or Equity

**Bank Deposits and Investments** - Cash and cash equivalents include cash on hand, demand deposits, and short-term investments with a maturity of three months or less when acquired. Investments are stated at fair value.

**Receivables and Payables** - In general, outstanding balances between funds are reported as "due to/from other funds." Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year is referred to as "advances to/from other funds." Any residual balances outstanding between the governmental activities and the business-type activities are reported in the government-wide financial statements as "internal balances."

All trade and property tax receivables are shown as net of allowance for uncollectible amounts. Property taxes are levied on each July I on the taxable valuation of property as of the preceding December 31. Taxes are considered delinquent on February 28 of the following year, at which time they are added to the county tax rolls. The 2007 valuation of the City totaled \$702 million, on which taxes were levied at 8.454 mills for the City's operating purposes. Property tax revenue including administrative fees amounted to approximately \$6,200,000 (including delinquent taxes) in the current year and was recorded in the General Fund, Major Streets Fund, and Local Streets Fund. Approximately \$350,000 was recaptured by the Downtown Development Authority.

## Notes to Financial Statements June 30, 2008

### Note I - Summary of Significant Accounting Policies (Continued)

**Inventories and Prepaid Items** - Inventories in the proprietary funds would be valued at cost, on a first-in, first-out basis, which would approximate market value. Normally, expenditures are not divided between years by the recording of prepaid expenses.

**Restricted Assets** - The restricted assets in the Sewer Fund consist of assets restricted pursuant to the resolutions for the 2006 Sewage System Revenue Bonds.

The reserved fund balance in the General Fund consists of monies (a) accumulated from drug forfeitures and are restricted by the State of Michigan to be used for future drug prevention programs, (b) to be spent on Metro H.S. Police Academy, and (c) to be used for cemetery care. Net assets have also been restricted in the Enterprise Funds pursuant to the revenue bond resolutions for future revenue bond debt service.

**Capital Assets** - Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activities column in the government-wide financial statements. Capital assets are defined by the City as assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

Interest incurred during the construction of capital assets of business-type activities is included as part of the capitalized value of the assets constructed. During the current year, there was no interest expense capitalized as part of the cost of assets under construction.

Capital assets are depreciated using the straight-line method over the following useful lives:

Roads and sidewalks	10 to 50 years
Water and sewer distribution systems	10 to 100 years
Land improvements	15 to 20 years
Buildings and building improvements	7 to 45 years
Vehicles	3 to 15 years
Office furnishings	5 to 20 years
Other tools and equipment	5 to 40 years

## Notes to Financial Statements June 30, 2008

### Note I - Summary of Significant Accounting Policies (Continued)

Compensated Absences (Vacation and Sick Leave) - It is the City's policy to permit employees to accumulate earned but unused sick and vacation pay benefits. All vacation pay and sick pay is accrued when incurred in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in governmental funds only for employee terminations as of year end.

Long-term Obligations - In the government-wide financial statements and the proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund-type statement of net assets. Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds using the straight-line method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as deferred charges and amortized over the term of the related debt. In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts are reported as other financing uses. Issuance costs are reported as debt service expenditures.

**Fund Equity** - In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

**Use of Estimates** - The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

## Notes to Financial Statements June 30, 2008

### Note 2 - Stewardship, Compliance, and Accountability

**Construction Code Fees** - The City oversees building construction, in accordance with the State's Construction Code Act, including inspection of building construction and renovation to ensure compliance with the building codes. The City charges fees for these services. Beginning January I, 2000, the law requires that collection of these fees be used only for construction code costs, including an allocation of estimated overhead costs. A summary of the current year activity and the cumulative shortfall generated since January I, 2000 is as follows:

Cumulative shortfall at June 30, 2007	\$	(64)
Building permit revenue		127,230
Related expenses:		
Direct costs		121,806
Estimated indirect costs		6,130
Total construction code expenses		127,936
Cumulative shortfall at June 30, 2008	<u>\$</u>	(770)

**Budgetary Information** - The annual budget is prepared by City management and is adopted by the City Council approximately 30 days before the start of the beginning of the fiscal year. A public hearing on the budget shall be held before its final adoption, at such time and place as the Council shall direct, and notice of the public hearing shall be published at least one week in advance by the clerk. Subsequent amendments are approved by the City Council in a similar process. Unexpended appropriations lapse at year end; encumbrances are not included as expenditures. Amounts encumbered for purchased orders, contracts, etc. are not tracked during the year. Budget appropriations are considered to be spent once the goods are delivered or services rendered. The amount of encumbrances is not calculated as of June 30, 2008.

The budget has been prepared in accordance with accounting principles generally accepted in the United States of America.

The budget document presents information by fund, function, department, and line items. The legal level of budgetary control adopted by the governing body is the total fund level. Expenditures at this level in excess of amounts budgeted are a violation of Michigan law. A comparison of actual results of operations to the General Fund, Major Streets Fund, and Local Streets Fund budgets, as adopted by the City Council, is included in the fund financial statements. A comparison of actual results of operations to other funds' budgets can be obtained at City Hall.

## Notes to Financial Statements June 30, 2008

### Note 2 - Stewardship, Compliance, and Accountability (Continued)

**Excess of Expenditures Over Appropriations in Budgeted Funds** - During the year, the City's General Fund expenditures exceeded the amended budget by \$107,329. This was due primarily to the increase in court activity, which resulted in both increased attorney fees and increased fines and forfeitures revenue.

**Fund Deficits** - At June 30, 2008, the City's Brownfield Redevelopment Authority Fund had a deficit of \$1,000,000. The deficit resulted from incurring expenditures for the project to be funded through a future property tax levy against the developer once the property has been redeveloped.

### **Note 3 - Deposits and Investments**

Michigan Compiled Laws Section 129.91 (Public Act 20 of 1943, as amended) authorizes local governmental units to make deposits and invest in the accounts of federally insured banks, credit unions, and savings and loan associations that have offices in Michigan. A local unit is allowed to invest in bonds, securities, and other direct obligations of the United States or any agency or instrumentality of the United States; repurchase agreements; bankers' acceptances of United States banks; commercial paper rated within the two highest classifications, which matures not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions, which are rated as investment grade; and mutual funds composed of investment vehicles that are legal for direct investment by local units of government in Michigan.

The City has designated 22 banks for the deposits of its funds. The investment policy adopted by the board in accordance with Public Act 196 of 1997 has authorized investment in Treasury bills, bonds, and securities of the United States government; bank accounts and CDs; commercial paper rated superior; United States government or federal agency obligation repurchase agreements; bankers' acceptances of United States banks; and government investment pools. In addition, the City limits the percentage of funds which may be invested in each type. The City's deposits and investment policies are in accordance with statutory authority.

# Notes to Financial Statements June 30, 2008

### Note 3 - Deposits and Investments (Continued)

The City holds cash and investments on behalf of its component units. These investments and cash are subject to several types of risk, which are examined in more detail below:

### **Custodial Credit Risk of Bank Deposits**

Custodial credit risk is the risk that in the event of a bank failure, the City's deposits may not be returned to it. The City does not have a deposit policy for custodial credit risk. At year end, the City had \$11,347,499 of bank deposits (certificates of deposit, checking, and savings accounts) that were uninsured and uncollateralized. The City believes that due to the dollar amounts of cash deposits and the limits of FDIC insurance, it is impractical to insure all deposits. As a result, the City evaluates each financial institution with which it deposits funds and assesses the level of risk of each institution; only those institutions with an acceptable estimated risk level are used as depositories.

### **Credit Risk**

State law limits investments in commercial paper to the top two ratings issued by nationally recognized statistical rating organizations. The City has no investment policy that would further limit its investment choices. As of year end, the credit quality ratings of debt securities are as follows:

			Rating		
Investment	Fair Value	Rating	Organization		
Bank investment pool	\$ 1,087,384	Aaa	Moody's		
Bank investment pool	1,291,085	AAA-VI	Fitch		
Mutual funds	1,214,395	Aaa	Moody's		

### **Concentration of Credit Risk**

Per the City's investment policy, not more than 25 percent of total City funds classified as investments may be invested in commercial paper or investment pools and not more than 10 percent may be invested in repurchase agreements or bankers' acceptances. Of the City's investments, more than 5 percent of the City's total investments are in Dreyfus Treasury mutual fund at 8.57 percent.

## Notes to Financial Statements June 30, 2008

### **Note 4 - Receivables**

Receivables as of year end for the City's individual major funds and the nonmajor and Internal Service Funds in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

					Local							No	onmajor		
	General		Major		Streets							an	d Other		
	Fund	Sti	eets Fund		Fund	Rev	olving Fund	W	ater Fund	Se	ewer Fund		Funds		Total
Receivables:															
Special assessments	\$ -	\$	-	\$	-	\$	152,862	\$	-	\$	-	\$	-	\$	152,862
Accounts	112,453		-		636		-		466,402		875,899		-		1,455,390
Intergovernmental	276,719		117,335		43,059		-		-		-		-		437,113
Interest and other	17,144		4,280		2,917		-		11,216		39,875		1,713		77,145
Less allowance for															
uncollectibles		_		_				_							
Net receivables	\$ 406,316	\$	121,615	\$	46,612	\$	152,862	\$	477,618	\$	915,774	\$	1,713		2,122,510
								Inte	ernal servic	:e - I	nterest and	othe	er	_	6,000
									To	otal g	government	-wid	e		
										rec	eivables			\$	2,128,510

Governmental funds report deferred revenue in connection with receivables for revenue that is not considered to be available to liquidate liabilities of the current period. Governmental funds also defer revenue recognition in connection with resources that have been received but not yet earned. At the end of the current fiscal year, the various components of deferred revenue are as follows:

	_	Una	available
Special assessments	9	\$	152,862

# Notes to Financial Statements June 30, 2008

# **Note 5 - Capital Assets**

Capital asset activity of the City's governmental and business-type activities was as follows:

	Balance July 1, 2007	Reclassifications	Additions	Disposals and Adjustments	Balance June 30, 2008		
Governmental Activities							
Capital assets not being depreciated:							
Land	\$ 1,738,39	7 \$ -	\$ -	\$ -	\$ 1,738,397		
Construction in progress	929,00	(929,003)	234,776		234,776		
Subtotal	2,667,40	(929,003)	234,776	-	1,973,173		
Capital assets being depreciated:							
Roads and sidewalks	74,802,56	929,003	2,380,402	-	78,111,974		
Land improvements	1,046,76	-	38,882	-	1,085,643		
Buildings and improvements	8,876,76	-	94,097	-	8,970,863		
Office furnishings and equipment	4,392,68	4	535,075	(175,638)	4,752,121		
Subtotal	89,118,78	929,003	3,048,456	(175,638)	92,920,601		
Accumulated depreciation:							
Roads and sidewalks	60,088,96	7 -	3,910,386	-	63,999,353		
Land improvements	861,39	-	23,705	-	885,104		
Buildings and improvements	2,624,00	-	258,261	-	2,882,264		
Office furnishings and equipment	3,171,17	<u> </u>	341,578	(131,298)	3,381,453		
Subtotal	66,745,54		4,533,930	(131,298)	71,148,174		
Net capital assets being depreciated	22,373,23	929,003	(1,485,474)	(44,340)	21,772,427		
Net capital assets	\$ 25,040,63	3 \$ -	\$ (1,250,698)	\$ (44,340)	\$ 23,745,600		

# Notes to Financial Statements June 30, 2008

# Note 5 - Capital Assets (Continued)

	Balanc	e		Disposals and	Balance June 30, 2008		
	July 1, 20	007	Additions	Adjustments			
Business-type Activities							
Capital assets not being depreciated:							
Land	\$	15,000 \$	-	\$ -	\$ 15,000		
Construction in progress			713,517		713,517		
Subtotal		15,000	713,517	-	728,517		
Capital assets being depreciated:							
Land improvements		-	31,676	-	31,676		
Water and sewer distribution systems	17,4	53,649	-	-	17,453,649		
Buildings and building improvements	6,8	72, <del>4</del> 01	-	-	6,872,401		
Other tools and equipment	2,4	66,912	42,000		2,508,912		
Subtotal	26,7	92,962	73,676	-	26,866,638		
Accumulated depreciation:							
Land improvements		-	1,584	-	1,584		
Water and sewer distribution systems	6,1	09,120	445,290	-	6,554,410		
Buildings and building improvements	2,2	95,651	146,513	-	2,442,164		
Other tools and equipment	2,0	66,261	96,044		2,162,305		
Subtotal	10,4	71,032	689,431		11,160,463		
Net capital assets being depreciated	16,3	21,930	(615,755)		15,706,175		
Net capital assets	\$ 16,3	36,930 \$	97,762	\$ -	\$ 16,434,692		

## Notes to Financial Statements June 30, 2008

## **Note 5 - Capital Assets (Continued)**

Depreciation expense was charged to programs of the primary government as follows:

Governmental activities:		
General government	\$	34,628
Judicial		41,422
Public safety		213,873
Public works		3,851,761
Recreation and culture		142,481
Internal Service Fund depreciation is charged to the		
various functions based on their usage of the asset	_	249,765
Total governmental activities	<u>\$</u>	4,533,930
Business-type activities:		
Water Fund	\$	286,009
Sewer Fund		403,422
Total business-type activities	\$	689,431

As of June 30, 2008, the City had \$3,037,500 in unamortized intangible assets. The entire balance relates to sewage disposal rights. Amortization expense of \$112,500 was recognized in business-type activities.

**Construction Commitments** - The City has active construction projects at year end. At year end, the City's commitments with contractors are as follows:

			Remaining			
	Spent to Date			Commitment		
Calvin Crest Park Homewood watermain Lee St. Park	\$	212,776 592,031 8,139	\$	14,840 171,424 85,461		
Lift station		208,242		71,637		
Total	\$	1,021,188	\$	343,362		

## Notes to Financial Statements June 30, 2008

### **Note 5 - Capital Assets (Continued)**

Capital asset activity of the City's component unit was as follows:

	Disposals								
	Balance					nd	Balance		
	July 1, 2007			dditions	Adjustments		June 30, 2008		
Component Unit									
Capital assets not being depreciated - Land	\$	201,207	\$	-	\$	-	\$	201,207	
Capital assets being depreciated - Land improvements		440,518		26,336		-		466,854	
Accumulated depreciation - Land improvements		297,807		16,733				314,540	
Net capital assets being depreciated		142,711		9,603				152,314	
Net capital assets	\$	343,918	\$	9,603	\$		\$	353,521	

Depreciation expense of \$16,733 of the component unit related solely to public works.

## **Note 6 - Interfund Receivables, Payables, and Transfers**

### **Interfund Transfers**

	Transfers Out										
	Ma	ajor Streets Local Streets Fund Fund		Revolving Fund		Water and Sewer Funds		Internal Service Funds		Total	
Transfers in:											
General Fund	\$	8,807	\$	7,045	\$	1,972	\$	40,512	\$	3,523	61,859 1.099,718
Major Streets Fund Other governmental funds - Nonmajor		121,060	_	<u>-</u>		1,099,716	_	<u>-</u>		<u>-</u>	1,099,718
Total	\$	129,867	\$	7,045	\$	1,101,690	\$	40,512	\$	3,523	<u>\$ 1,282,637</u>

The interfund transfers from the Revolving Fund to the Major Streets Fund were related to special assessment receipts. The transfers to the General Fund were to fund retiree healthcare costs. The transfer out of the Major Streets Fund was for debt retirement.

### Notes to Financial Statements June 30, 2008

### **Note 7 - Long-term Debt**

Covenants of the revenue bond resolutions provide for, among other things, guidance on rate setting (required anticipation of debt coverage ratio) and various restrictions on the transfer of funds, issuance of additional debt, creation of liens, and the sale and lease of property. In accordance with the revenue bond resolutions, cash of \$454,500 has been required to be restricted for a bond reserve.

Excluded from the governmental activities are special assessment bonds that were issued during fiscal year 2001. The bonds, totaling \$4,395,000, were issued to offset infrastructure expenditures incurred during fiscal years 1999 and 2000 related to a significant capital project. The bonds are payable solely from the collection of the special assessment and are not a general obligation of the City. While the City remains the paying agent and maintains information related to the bonds, the obligation is not reflected in the City's financial statements. The outstanding balance of these bonds at June 30, 2008 was \$960,000.

General obligation bonds are direct obligations and pledge the full faith and credit of the City.

Long-term obligation activity can be summarized as follows:

	Beginning					Ending	Due Within	
	Balance Addit		dditions	!	Payments	Balance	One Year	
Governmental Activities - General obligation bonds 2007 Capital Improvement Bonds, maturing from 2007								
through 2016, with interest of 4.399%	\$ -	\$	910,000	\$	(110,000)	800,000	\$ 100,000	
2005 Refinanced Building Authority Bonds, maturing from 2006 through 2025, with interest ranging from 3.25% to 5.0% (shown net of bond	·		·		,	·		
premium and loss on refunding costs of \$111,307) 1999 Building Authority Bonds, maturing from 2004 through 2009, with interest ranging from 5% to 5.15%. This bond was partially refunded in	5,042,561		-		(13,868)	5,028,693	13,910	
2006	585,000				(185,000)	400,000	195,000	
Total governmental activities	5,627,561		910,000		(308,868)	6,228,693	308,910	
Business-type Activities - Revenue bonds - 2006 Sewage System Bonds, maturing through 2016, with interest of 4.0% (shown net of bond premium								
and loss on refunding costs of \$262,818)	3,230,188	_			(283,006)	2,947,182	301,878	
Total long-term-debt	\$ 8,857,749	\$	910,000	\$	(591,874)	\$ 9,175,875	\$ 610,788	

### Notes to Financial Statements June 30, 2008

### Note 7 - Long-term Debt (Continued)

Annual debt service requirements to maturity for the above governmental bonds are as follows:

	 Gov	/ern	ernmental Activities				Business-type Activities				
	Principal		Interest		Total	Principal		pal Interest			Total
2009	\$ 308,910	\$	272,067	\$	580,977	\$	301,878	\$	128,400	\$	430,278
2010	318,954		256,542		575,496		315,923		114,400		430,323
2011	329,206		241,833		571,039		335,083		100,000		435,083
2012	339,756		226,685		566,441		359,417		85,000		444,417
2013	350,407		209,506		559,913		373,983		69,200		443,183
2014-2018	1,822,693		775,223		2,597,916		1,260,898		107,400		1,368,298
2018-2023	1,880,657		386,075		2,266,732		-		-		-
2023-2027	878,110		37,718		915,828		-		-		-
Total	\$ 6,228,693	\$	2,405,649	\$	8,634,342	\$	2,947,182	\$	604,400	\$	3,551,582

The City has pledged substantially all revenue of the Sewer Fund, net of operating expenses, to repay the sewer revenue bonds. Proceeds from the bonds provided financing for the construction of various sewer lines. The bonds are payable solely from the net revenues of the sewer system. The remaining principal and interest to be paid on the bonds is \$3,551,582. During the current year, net revenues of the system were \$847,283 compared to the annual debt requirements of \$478,400.

The revenue bond ordinance contains certain covenants and restrictions that, among other matters, relate to the following:

- Establishment of rates to customers of the system that, together with other system income, are reasonably expected to produce annual net revenue sufficient to provide for 125 percent of annual debt service requirements on the bonds and to provide other expenditures of the system as long as any bonds are outstanding
- Periodic transfers of net revenue to a fund segregated for debt service payments so
  that the balance in the fund is equal to the lesser of the maximum annual debt
  service requirements on the bonds for any future year or 10 percent of the principal
  amounts on the bonds. Additionally, each month a portion of the next principal and
  interest payment on each revenue bond must be transferred to a separate fund
  segregated to pay the next debt service payment.
- Adoption of and adherence to budgeted expenses
- Segregation of Sewer Fund revenue

### Notes to Financial Statements June 30, 2008

### Note 7 - Long-term Debt (Continued)

- Segregation of assets for construction of improvements to the system
- Prohibited sale, lease, or other disposition of all or any substantial part of the system

The revenue bond covenants and restrictions were met by the City in the current year.

Component Units - In 2006, the Brownfield Redevelopment Authority was granted a loan from the State of Michigan for \$1,000,000. Repayment of the bonds will begin in 2011 at an interest rate of 2.0 percent and the bonds will be due in 2021. The debt will be repaid through a property tax levy against the developer once the property has been redeveloped. The developer has also signed a letter of credit dated April 27, 2006 that will pay the principal and interest on the bond if the developer defaults under the development agreement. The letter of credit expires May 5, 2011.

At June 30, 2008, \$4,950,000 of bonds outstanding are considered defeased.

### Note 8 - Risk Management

The City is exposed to various risks of loss related to property loss, torts, errors and omissions, and employee injuries (workers' compensation), as well as medical benefits provided to employees. The City has purchased commercial insurance for coverage of certain employees' health claims and participates in the Michigan Municipal League risk pool for claims relating to workers' compensation and general liability insurance. Settled claims relating to the commercial insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years.

The Michigan Municipal League risk pool program operates as a common risk-sharing management program for local units of government in Michigan; member premiums are used to purchase commercial excess insurance coverage and to pay member claims in excess of deductible amounts.

The City has purchased commercial insurance for coverage of health claims for all employees. The City is self-insured for dental claims. The City estimates the liability for dental claims that have been incurred through the end of the fiscal year, including both those claims that have been reported as well as those that have not been reported. The estimated liability is insignificant and has not been recorded on the accompanying financial statements.

# Notes to Financial Statements June 30, 2008

#### **Note 9 - Pension Plans**

### **Defined Benefit Pension Plan**

**Plan Description** - The City participates in the Michigan Municipal Employees' Retirement System (MMERS), an agent multiple-employer defined benefit pension plan; however, participation in the plan is closed to new employees of the City. The system provides retirement, disability, and death benefits to plan members and their beneficiaries. The MMERS issues a publicly available financial report that includes financial statements and required supplemental information for the MMERS. That report may be obtained by writing to the MMERS at 1134 Municipal Way, Lansing, MI 48917.

**Funding Policy** - The obligation to contribute to and maintain the MMERS for these employees was established by negotiation with the City's competitive bargaining units and requires a contribution from the employees of varying percents of gross wages as follows:

	Percentage
Administration	1.71
Police sergeants	4.40
Police rank and file	3.40
Wastewater	3.55

Annual Pension Costs - For the year ended June 30, 2008, the City's contribution to the plan was \$1,311,980, which met the required contribution of \$545,724 and established a net pension asset of \$766,256. The required contribution of \$545,724 was determined as a part of an actuarial valuation at December 31, 2005 using the entry age normal cost method. Significant actuarial assumptions used include (a) an 8 percent investment rate of return, (b) projected salary increases of 4.5 percent to 8.40 percent per year, and (c) 2.5 percent per year cost of living adjustments. Both (a) and (b) include an inflation component of 4.5 percent. The actuarial value of assets was determined using techniques that smooth the effects of short-term volatility from an 8 percent return over a five-year period. The unfunded actuarial liability is being amortized as a level percent of payroll on a closed basis. The remaining amortization period is 17 years.

### Notes to Financial Statements June 30, 2008

### **Note 9 - Pension Plans (Continued)**

Three-year trend information as of June 30 follows:

	Fiscal Year Ended June 30							
		2006		2007	2008			
Annual pension costs (APC) Percentage of APC contributed Net pension asset		312,037 100% None	\$	489,168 100% None	\$	240%		
•		Actuarial Va	ece	ember 31				
		2005		2006		2007		
Actuarial value of assets Actuarial accrued liability (AAL)	\$	9,684,550	\$	10,039,232	\$	10,498,547		
(entry age)		14,671,555		15,426,109		16,047,141		
Unfunded AAL (UAAL)		4,987,005		5,386,877		5,548,594		
Funded ratio		66%		65%		65%		
Covered payroll UAAL as a percentage of covered		1,574,234		1,557,268		1,589,971		
payroll		317%		346%		349%		

### **Defined Contribution Pension Plan**

The City provides pension benefits to all of its full-time employees not participating in the defined benefit plan through a defined contribution plan. In a defined contribution plan, benefits depend solely on amounts contributed to the plan plus investment earnings. The City contributes 9 percent of employees' eligible earnings, as defined in the plan document, and employee contributions for each employee plus interest allocated to the employee's account are fully vested after five years of service.

The City's total payroll during the current year was \$5,158,235. The current year contribution was calculated based on covered payroll of \$3,208,282, resulting in an employer contribution of \$288,114 and employee contributions of \$95,688.

### Notes to Financial Statements June 30, 2008

### **Note 10 - Contingent Liabilities**

The City has been named in a few claims and lawsuits regarding property tax appeals and special assessment adjustments requesting damages of various amounts, the majority of which do not state a specific maximum. The proceedings have not yet progressed to the point where a legal opinion can be reached as to the ultimate liability, if any. No liability has been provided for any of these matters in the June 30, 2008 financial statements.

### **Note II - Other Postemployment Benefits**

The City has elected to provide postemployment health benefits to all full-time employees upon retirement. Currently, 14 retirees are eligible for postemployment health benefits. The City includes pre-Medicare retirees in its insured healthcare plan. For the fiscal year ended June 30, 2008, the City made payments for postemployment health benefits of approximately \$91,000.

The City's funding policy is on a pay-as-you-go basis, accounted for within the General Fund. During 2000, the City received an actuarial study to help quantify the potential long-term liability for retiree healthcare benefits.

As of December 31, 2001 (date of actuarial valuation), the unfunded actuarial accrued liability (UAAL) totaled \$459,608. Significant actuarial assumptions used in determining the UAAL are the same as those used for the defined benefit pension plan (see Note 9) with the additional assumption of projected health insurance premium increases of 4.5 percent compounded annually, attributable to inflation.

**Upcoming Reporting Change** - The Governmental Accounting Standards Board has released Statement Number 45, Accounting and Reporting by Employers for Postemployment Benefits Other Than Pensions. The new pronouncement provides guidance for local units of government in recognizing the cost of retiree health care, as well as any "other" postemployment benefits (other than pensions). The new rules will cause the government-wide financial statements to recognize the cost of providing retiree healthcare coverage over the working life of the employee, rather than at the time the healthcare premiums are paid. The new pronouncement is effective for the year ending June 30, 2009. The City plans to complete an actuarial valuation as of December 31, 2008.

Required Supplemental Information	

## Required Supplemental Information Budgetary Comparison Schedule - General Fund Year Ended June 30, 2008

	Oniciaal		A a d a .d		riance with
	Original	4	Amended	<b>A</b> . 1	mended
	 Budget		Budget	 Actual	 Budget
Revenue					
Property taxes	\$ 5,339,853	\$	5,339,853	\$ 5,390,032	\$ 50,179
Licenses and permits	128,915		128,915	182,919	54,004
State sources	1,448,136		1,448,136	1,489,083	40,947
Local sources	5,500		5,500	5,798	298
Fines and forfeitures	553,000		553,000	668,990	115,990
Other charges for services	854,151		854,151	840,014	(14,137)
Interest income	208,611		208,611	204,693	(3,918)
Rental income	3,500		3,500	5,780	2,280
Cable revenue	130,000		130,000	145,343	15,343
Other	 47,100		47,100	 86,693	 39,593
Total revenue	8,718,766		8,718,766	9,019,345	300,579
Expenditures					
General government:					
Legislative	47,644		47,644	50,359	(2,715)
Assessor	176,100		176,100	154,393	21,707
Attorney	279,000		279,000	394,528	(115,528)
Clerk	134,488		134,488	134,477	11
Treasurer	221,099		259,058	252,786	6,272
Executive	195,941		195,941	194,415	1,526
Probation	423,947		501,640	488,703	12,937
Court	42,937		42,937	46,792	(3,855)
Building inspection	60,000		115,000	118,310	(3,310)
General administration	509,717		511,024	489,678	21,346
Judicial	583,517		583,517	593,366	(9,849)
Public safety:					
Narcotics enforcement	6,000		6,000	6,929	(929)
Police	3,016,904		3,318,702	3,280,376	38,326
Fire	896,189		1,050,977	1,145,697	(94,720)
Public works:					
Sidewalk maintenance	25,180		28,801	31,339	(2,538)
Parking lot maintenance	49,583		50,790	58,352	(7,562)
Highways, streets, and bridges	313,500		357,500	349,079	8,421
Sanitation and other	48,805		48,805	42,181	6,624

## Required Supplemental Information Budgetary Comparison Schedule - General Fund (Continued) Year Ended June 30, 2008

	Original Amended Budget Budget		Actual	Variance with Amended Budget
Expenditures (Continued)				
Recreation and culture:				
Cemetery	\$ 289,392	\$ 336,566	\$ 337,462	\$ (896)
Special projects	560,760	560,760	569,762	(9,002)
Planning and zoning	52,182	52,182	44,975	7,207
Parks and recreation	523,679	628,679	647,341	(18,662)
Library	156,548	156,548	143,839	12,709
Other	137,500	232,500	207,349	25,151
Total expenditures	8,750,612	9,675,159	9,782,488	(107,329)
Excess of Expenditures Over				
Revenue	(31,846)	(956,393)	(763,143)	193,250
Other Financing Sources -				
Transfers in	26,000	26,000	61,859	35,859
Net Change in Fund Balance	(5,846)	(930,393)	(701,284)	229,109
Fund Balance - Beginning of year	3,914,981	3,914,981	3,914,981	
Fund Balance - End of year	\$ 3,909,135	\$ 2,984,588	\$ 3,213,697	\$ 229,109

Note: The General Fund budget was adopted on the basis of total revenue and expenditures. The amounts shown above are in greater detail than the budget adopted by the City Council and are shown for management analysis only.

## Required Supplemental Information Budgetary Comparison Schedule Major Special Revenue Funds - Major Streets Fund Year Ended June 30, 2008

	Original Budget	Amended Budget	Actual	Variance with Amended Budget
Revenue				
Property taxes	\$ 197,00	9 \$ 197,009	\$ 195,540	\$ (1,469)
State sources	765,00	·	747,190	(17,810)
Local sources	46,00	0 46,000	107,617	61,617
Interest and rental income	52,84	52,847	26,973	(25,874)
Total revenue	1,060,85	6 1,060,856	1,077,320	16,464
Expenditures - Public works				
Administration	73,39	I 87,703	78,323	9,380
Snow removal	332,43	0 398,737	460,705	(61,968)
Bridge	10,50	0 185,500	201,278	(15,778)
Street construction	471,00		1,152,602	18,398
Nonmotorized	50,00	0 50,000	38,771	11,229
Street maintenance	370,11	5 389,123	320,653	68,470
Total expenditures	1,307,43	6 2,282,063	2,252,332	29,731
Excess of Expenditures				
Over Revenue	(246,58	0) (1,221,207)	(1,175,012)	46,195
Other Financing Sources (Uses)				
Transfers in	235,24	0 235,240	1,099,718	864,478
Transfers out	-	(120,000)	(129,867)	(9,867)
Proceeds from issuance of debt		910,000	910,000	
Total other financing				
sources	235,24	0 1,025,240	1,879,851	854,611
Net Change in Fund Balance	(11,34	0) (195,967)	704,839	900,806
Fund Balance - Beginning of year	507,80	0 507,800	507,800	
Fund Balance - End of year	\$ 496,46	0 \$ 311,833	\$ 1,212,639	\$ 900,806

Note: The Major Streets Special Revenue Fund budget was adopted on the basis of total revenue and expenditures. The amounts shown above are in greater detail than the budget adopted by the City Council and are shown for management analysis only.

## Required Supplemental Information Budgetary Comparison Schedule Major Special Revenue Funds - Local Streets Fund Year Ended June 30, 2008

	Original Budget	Amended Budget	Actual	Variance with Amended Budget
Revenue				
Property taxes	\$ 591,027	\$ 591,027	\$ 586,621	\$ (4,406)
State sources	278,000	278,000	272,731	(5,269)
Interest income	14,163	14,163	28,099	13,936
Total revenue	883,190	883,190	887,451	4,261
Expenditures - Public works				
Administration	43,285	53,729	51,017	2,712
Snow removal	160,004	161,311	217,033	(55,722)
Street maintenance	351,107	367,400	279,227	88,173
Street construction	336,000	336,000	281,634	54,366
Total expenditures	890,396	918,440	828,911	89,529
Excess of Revenue Over				
(Under) Expenditures	(7,206)	(35,250)	58,540	(85,268)
Other Financing Uses -				
Transfers out			(7,045)	(7,045)
Net Change in Fund Balance	(7,206)	(35,250)	51,495	86,745
Fund Balance - Beginning of year	232,190	232,190	232,190	
Fund Balance - End of year	\$ 224,984	\$ 196,940	\$ 283,685	<b>\$ 86,745</b>

Note: The Local Streets Special Revenue Fund budget was adopted on the basis of total revenue and expenditures. The amounts shown above are in greater detail than the budget adopted by the City Council and are shown for management analysis only.

# **Other Supplemental Information**

## Other Supplemental Information Combining Balance Sheet Nonmajor Governmental Funds June 30, 2008

	Special I		Debt Service			
	Rev	enue Fund	Fund			
						Total
	Sto	orm Sewer			Nonmajor	
	7	Trunkage	G	General	Go	vernmental
Assets						
Cash and cash equivalents	\$	30,795	\$	3,947	\$	34,742
Investments	·	255,572		_	·	255,572
Receivables - Net		1,713				1,713
Total assets	<u>\$</u>	288,080	<u>\$</u>	3,947	\$	292,027
Liabilities and Fund Balances						
Liabilities - Accrued and other liabilities	\$	311	\$	-	\$	311
Fund Balances - Unreserved - Reported in						
Special Revenue Funds		287,769		_		287,769
Debt Service Funds				3,947		3,947
Total fund balances		287,769		3,947		291,716
Total liabilities and fund balances	\$	288,080	\$	3,947	\$	292,027

## Other Supplemental Information Combining Statement of Revenue, Expenditures, and Changes in Fund Balances - Nonmajor Governmental Funds Year Ended June 30, 2008

	Special Debt Service				
	Rev	enue Fund	Fund		
					Total
				Ν	lonmajor
	Sto	rm Sewer		Gov	ernmental/
	Т	runkage	General		Funds
Revenue					
Charges for services	\$	3,900	\$ -	\$	3,900
Interest and rentals		10,821	4		10,825
Rental income			457,925		457,925
Total revenue		14,721	457,929		472,650
Expenditures					
Current - Public works		37,929	-		37,929
Debt service - Principal and interest			 575,042	-	575,042
Total expenditures		37,929	575,042		612,971
Excess of Expenditures Over Revenue		(23,208)	(117,113)		(140,321)
Other Financing Sources - Transfers in			 121,060		121,060
Net Change in Fund Balances		(23,208)	3,947		(19,261)
Fund Balances - Beginning of year		310,977	 		310,977
Fund Balances - End of year	\$	287,769	\$ 3,947	<u>\$</u>	291,716

## Other Supplemental Information Combining Statement of Assets and Liabilities Fiduciary Funds June 30, 2008

	Agency Funds							
			Co	County and		59th District		tal Agency
	R	ecreation	Sc	hool Tax		Court		Funds
Assets - Cash and cash equivalents	<u>\$</u>	244,812	<u>\$</u>	17,138	<u>\$</u>	41,094	<u>\$</u>	303,044
Liabilities Accrued and other liabilities Due to other governmental units	\$	244,812	\$	- 17,138	\$	22,185	\$	266,997 36,047
Total liabilities	\$	244,812	\$	17,138	\$	41,094	\$	303,044

Report to the City Council June 30, 2008



#### Plante & Moran, PLLC

Suite 120 511 Renaissance Drive St. Joseph, MI 49085 Tel: 269.982.8000 Fax: 269.982.2800 plantemoran.com

To the City Council City of Grandville, Michigan

We have recently completed our audit of the basic financial statements of the City of Grandville, Michigan (the "City") for the year ended June 30, 2008. In addition to our audit report, we are providing the following letter of increased audit communications, required audit communication, summary of unrecorded possible adjustments, and informational comments which impact the City:

	Page
Report on Internal Control	1-2
Results of the Audit	3-5
Summary of Unrecorded Possible Adjustments	6
Informational - Legislative Matters, etc.	7-11

We are grateful for the opportunity to be of service to the City of Grandville. Should you have any questions regarding the comments in this report, please do not hesitate to call.

Plante & Moran, PLLC

November 5, 2008





Suite 120 511 Renaissance Drive St. Joseph, MI 49085 Tel: 269.982.8000 Fax: 269.982.2800 plantemoran.com

### **Report on Internal Control**

November 5, 2008

To the City Council City of Grandville, Michigan

#### **Dear Council Members:**

Beginning with last year's audit, national auditing standards call for auditors to communicate matters to the governing body that may be useful in its oversight of the City's financial management. Specifically, they require us to report internal control issues to the governing body that may be relatively minor, in order to allow it to evaluate their significance, and make any changes it may deem appropriate. In general, these are items that would have been discussed orally with management in the past. The purpose of these new standards is to allow the governing body an opportunity to discuss issues when they are relatively minor, rather than waiting until they become more serious problems. We hope this report on internal control will be helpful to you, and we look forward to being able to discuss any questions you may have concerning these issues.

In planning and performing our audit of the financial statements of the City of Grandville, Michigan as of and for the year ended June 30, 2008, in accordance with auditing standards generally accepted in the United States of America, we considered the City's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control that we consider to be significant deficiencies and/or material weaknesses.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control. We consider the following deficiency to be a significant deficiency in internal control.

During our review of bank reconciliations and related cash journal entries, we noted that the City has in place adequate preparation and review procedures. Since the retirement of the previous finance director, we noted the bank reconciliation reviews were not performed timely. We recommend that the review of bank reconciliations and related cash journal entries occur within 30 days of month end.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal control. We did not identify any deficiencies in internal control that we consider to be material weaknesses, as defined above.

This communication is intended solely for the information and use of management, the council, and others within the City and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

Plante & Moran, PLLC

Kenley Penner



Suite 120 511 Renaissance Drive St. Joseph, MI 49085 Tel: 269.982.8000 Fax: 269.982.2800 plantemoran.com

#### Results of the Audit

November 5, 2008

To the City Council City of Grandville, Michigan

We have audited the financial statements of City of Grandville, Michigan for the year ended June 30, 2008 and have issued our report thereon dated November 5, 2008. Professional standards require that we provide you with the following information related to our audit.

### Our Responsibility Under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated January 21, 2008, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. We are responsible for planning and performing the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement. As part of our audit, we considered the internal control of the City of Grandville, Michigan. Our consideration of internal control was solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters and our audit of the financial statements does not relieve you or management of your responsibilities.

### Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to the Mayor in our meeting about planning matters on October 10, 2008.

### **Significant Audit Findings**

### **Qualitative Aspects of Accounting Practices**

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by City of Grandville, Michigan are described in Note I to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2008.



We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus.

There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements are potential tax appeals and the assumptions used to calculate the retirement pension liability.

Management's estimate of the potential tax appeal is based on any tax payments made that are being disputed and the surrounding circumstances. Management's estimate of the assumptions used to calculate the retirement pension liability is based on expected factors. We evaluated the key factors and assumptions used to develop the estimate in determining that it is reasonable in relation to the financial statements taken as a whole.

The disclosures in the financial statements are neutral, consistent, and clear. Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users.

### Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

### Recorded and Unrecorded Adjustments

Professional standards require us to accumulate all known and likely adjustments identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. The attached schedule summarizes unrecorded adjustments to the financial statements. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. In addition, none of the adjustments detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

#### Disagreements with Management

For the purpose of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

### Management's Representations

We have requested certain representations from management that are included in the management representation letter dated November 5, 2008.

### Management's Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

### Other Audit Findings or Issues

In the normal course of our professional association with the City, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, business conditions affecting the City, and business plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition of our retention as the City's auditors.

This information is intended solely for the use of the City Council and management of the City of Grandville, Michigan and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

Plante & Moran, PLLC

Kenley Penner

Client:	City of Grandville	SUMMARY OF UNRECORDED POSSIBLE ADJUSTMENTS											
Opinion Unit	General Fund (Major Governmental Fund) and Governmental Activities	1116	•								dentified would ategories ident		
Y/E:	June 30, 2008												
		(	Current	Lon	g-term			Long-					Pretax
Ref. #	Description of Misstatement		Assets	A	ssets	Liab	ilities	Liabi	lities	Equity	Revenue	Expenses	Income
KNOWN M	SSTATEMENTS:												
AI A2	None												
<b>ESTIMATE</b>	ADJUSTMENTS:												
BI B2	To adjust for property tax appeals	\$	(44,858)								\$ (44,858)		\$ (44,858)
IMPLIED AD	DJUSTMENTS:												
CI													
C2			-	\$	_	\$	_	\$	_	_	-	\$ -	-
	Combined effect - Before income taxes		(44,858)						_		(44,858)		(44,858)
	Effect of income taxes		-		_		-		-	-	-	_	-
	Total	\$	(44,858)	\$	-	\$	_	\$	-	<b>\$</b> -	\$ (44,858)	<b>\$</b> -	\$ (44,858)

# **Informational**

### Informational

The governor released her proposal of the State's fiscal year 2009 budget (for the year ending September 30, 2009) originally in February 2008. Over the course of budget deliberations in the spring and early summer, the Legislature further debated the level of the revenue-sharing funding, resulting in a compromise by the senate and house to fund revenue sharing equal to the projected fiscal year 2008 (fiscal year ended September 30, 2008) amounts, plus provide an increase of 2 percent of the statutory portion of revenue sharing received in FY 2007. This proposal was presented to the governor on July 25, and enacted in mid-August.

Here is a summary (in millions of dollars) of the revenue-sharing budget submitted to the governor:

	FY 2007 Actual	FT 2008 Projected	FY 2009 Projected		Percent Change	
Cities, villages, and townships:		 <u> </u>				
Constitutional	\$ 665.98	\$ 682.78	\$	675.992	-0.99%	
Statutory	404.92	392.05	_	406.933	3.80%	
Total to cities, villages, and townships	1,070.90	1,074.83		1,082.925	0.75%	
Counties (statutory)	 			2.394	n/a	
Total revenue sharing	\$ 1,070.90	\$ 1,074.83	\$	1,085.319	0.98%	

While the projection is for an overall increase of 0.75 percent (for cities, villages and townships), the impact will not be evenly distributed between all local units. Remember, the 2 percent increase is for the statutory portion only - not the constitutional portion. The intent is for the total revenue sharing (constitutional plus statutory) in FY 2009 to equal the total of constitutional and statutory revenue sharing received in FY 2008, plus an additional payment equal to 2 percent of the FY 2007 statutory revenue sharing received by the local unit. That may mean that for those units (primarily townships) that now receive no statutory revenue sharing, total revenue sharing projected for FY 2009 will be identical to the amounts received in FY 2008. We are awaiting a final distribution table from the Michigan Department of Treasury.

The governor's proposed budget also included \$2.4 million to restore state revenue-sharing payments for the six qualifying counties that will exhaust their revenue-sharing reserve funds in fiscal year 2008/2009. As you may remember, a reserve fund was created for each county in 2005 when the State eliminated counties from the revenue-sharing program (remember, counties only receive statutory revenue sharing, not constitutional). In 2005, counties were required to phase in the early collection of winter property tax payments and to create a reserve fund with a portion of these monies. Counties have been drawing on their reserve funds to replace lost statutory revenue sharing. When the reserve fund is depleted, counties will then look to the State to re-enter the statutory portion of the revenue-sharing program. Prior to their elimination from the revenue-sharing program in 2005, counties statewide received approximately \$182 million annually.

It is encouraging that this budget funds revenue sharing at a higher level than last year. As counties have started to come back into the formula, the legislature has budgeted this as an additional payment, rather than one that reduces distributions to the other local units of government. To a great extent, however, actual revenue-sharing distributions will depend on the stability of the State's budget, as well as the actual level of state tax collections. In addition, we need to remember that the statutory formula expired in 2007 and a new, permanent formula has not been enacted - please remember to remind your state representatives of the importance of extending this legislation.

### **Property Tax Developments**

The front page story several months ago is now old news. For many communities in Michigan, the challenging real estate market will negatively change the taxable value trends of recent years. Many communities saw modest declines in their 2008 taxable values, and if the downward trend in the housing market continues, the impact will be larger next year. How it will actually play out in each community and over what period of time remains to be seen. While each community will need to carefully determine the impact of the current environment on its budget, there are also several pieces of legislation in Lansing that will impact property taxes going forward. Examples include:

House Bill 4215 (Public Act 96 of 2008) allows property owners to obtain two principal residence exemptions in certain situations. The bill was designed for situations where a homeowner has purchased a new home and is unable to sell the existing home. The dual exemption only applies if certain conditions are met (i.e., the property previously occupied is for sale, not occupied, not leased or available for lease, etc.).

A series of bills were introduced in March 2007 as part of a package to stimulate home sales (House Bills 4440, 4441, and 4442). The lead bill of that package, House Bill 4440, establishes an 18-month moratorium on the "pop-up" or "uncapping" of taxable value to state equalized value at the time of sale or transfer of a property. Property sales or transfers occurring in the time frame of the moratorium would continue to pay property taxes at the previous taxable value amount. The "pop-up" or "uncapping" of taxable value would be delayed until the property was sold or transferred in later years. House Bill 4440 actually passed the House in March 2007 and is currently in the Michigan senate.

Many property owners continue to struggle with the concept that their individual taxable values actually increased during a time that overall property values - and even their individual property values - have fallen. As we all have re-learned in recent months, that is a constitutional requirement that changed with Proposal A in 1994. It may be helpful to remember the principle behind Proposal A - its purpose was to disconnect taxable values from market value increases, and instead limit the growth in taxable values to the lesser of 5 percent or inflation, until that point that the property transfers ownership. Now that the market values are declining in many areas, Proposal A continues to stay disconnected, and allows the taxable value to increase by the lesser of 5 percent or inflation (up until the point that it reconnects with market values)

Fairly or not, this year, many property owners said it did not feel right when they saw their taxable value increase by inflation when market value did not. This has led to a discussion as to whether a third variable, called "change in market value," needs to be added to the Proposal A formula. In what some are calling a "super cap," the Proposal A formula to determine annual increases in taxable value (if property is not sold or transferred) would be the lesser of three components: inflation, change in market value, or 5 percent. Therefore, if the market value of the parcel was either flat or declining - even if the taxable value of the particular parcel was less than state equalized value - there would be no annual increase. To date, a proposal to accomplish this change has not moved through the legislature. A change of this nature would impact local government budgets.

As part of the changes to the single business tax last year and the introduction of the Michigan business tax, changes were also made to the calculation of tax rates applicable to industrial and commercial personal property taxes. As advertised, industrial personal property taxpayers received a reduction of the school operating mills (up to 18 mills) and the 6 mill state education tax. Commercial personal property taxpayers received a reduction of up to 12 school operating mills. However, if your community has a school district with "hold harmless" school mills, you must add back any hold harmless millage prior to computing the total mills to be levied. This may generate questions from commercial and industrial taxpayers.

A Michigan Supreme Court case has changed how local governments can treat public service improvements by developers. Leading up to the court case, as private property owners or developers installed public service improvements (i.e., such as street lights, water and sewer lines, etc.) there was normally an increase in their property tax assessment. The Michigan Supreme Court upheld a Court of Appeals ruling that the installation of public service improvements do not constitute a taxable addition.

#### **FACT Act**

The Fair and Accurate Credit Transactions Act was passed in 2003, with final regulations published at the end of 2007. These FTC rules, and more specifically the Red Flag Rules encompassed in them, may be applicable to municipal utility systems. The rules, put in place as a measure to protect against identity theft, indicate that a "creditor" with a "covered account" must implement a written identify theft prevention program to detect, prevent, and mitigate identity theft in connection with the opening of a covered account or any existing covered account.

Under the rules, a creditor is defined very broadly, encompassing any entity that defers payment for goods and services, as defined under the Red Flag Rules. This most likely includes municipalities that "defer payments" by their utility customers when water, sewer, electric, gas, trash and the like are sold to customers day by day but paid for at the end of the billing cycle.

The act would require written policies and procedures to be put in place to identify and follow up on red flags. Red flags, just as an example, would be the presentation by the customer of suspicious personal information that is inconsistent with external sources or suspicious documents provided for identification that appear to be alerted. The regulations appear to be flexible so that each government would have the ability to design an identity theft program that is tailored to its particular operation, given its size, technology currently utilized, and the perceived risk of identity theft in its community.

We encourage you to follow up with legal counsel if you believe this Act may apply to your governmental unit.

### Other Legislative Items

Multiple bills are pending in Lansing that would make changes to investment laws governing Michigan communities. Changes have been proposed to add different types of investments to what is commonly referred to as "Public Act 20" which governs the investment of surplus operating monies. Changes are also being proposed to the laws governing the investment of retirement monies.

A bill is pending in the Michigan legislature regarding retainages held by governmental units. Retainages are a common method used by local governments in procurement, particularly in the area of construction contracts. The law change focuses on reducing the retainage amount that a local government could require and stipulate the payment of interest on these monies among other provisions.

Efforts continue in the wake of the *Bolt* case to provide a means for local units of government to engage in rate making to finance the cost of utility operations, particularly that of storm water. Senate Bill 1249 has been introduced to address the tests included in the *Bolt* decision on whether a charge is really a fee or a tax.

Very truly yours,

Plante & Moran, PLLC

Kenley Penner